

JOINT INTELLIGENCE STUDY PUBLISHING BOARD
LaSalle Building, 1034 Connecticut Avenue, N.W.
Washington 6

16 March 1945

JCS review completed

JANIS MEMO #15

MEMORANDUM FOR: Contributors to JANIS.

Subject: Deadline Dates for JANIS.

1. Late submission of material by some contributors to JANIS 75 has reached such proportions that the production schedule is so disrupted as to render impossible any prediction of delivery dates on the completed publication.

2. Status of this material, as of 13 March 1945, is shown by the following table:

(Due dates for reception of all material 1 March 1945)

Chap. No.	Title	Contributor	Manuscript Received	Graphic Material Received
II	Military Geography	G-2	1 March	3, 5 March (1 figure and additional copies of 3 figures still missing.)
III	Oceanography	H.O.	13 March	13 March
IV	Coasts & Landing Beaches	ONI-BEB	1 March	3 March
V	Climate & Weather	JMC	12 March	12 March
VI	Port Facilities	ONI	8 March	8, 10, 13 March (32 figures still missing.)
VII	Transp. & Commun.	OSS	2 March (Introduction and Railroad topics not yet received. Brief not rec'd)	2, 10 March (24 figures and 4 tables still missing)
VIII	Cities and Towns	OSS	6 March (Brief not rec'd)	6, 10, 12 March (17 plans from AMS not yet completed; 2 figs. from OSS not yet rec'd; 11 sketch maps being drawn in JISPB not completed due to non-receipt of necessary figures in Chap. VI).

DOCUMENT NO. 18
NO CHANGE IN CLASS. ☐
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NEXT REVIEW DATE: _____
AUTH: HR 10-2
DATE: 28 JUL 48 REVIEWER: _____

Chap. No.	Title	Contrib- utor	Manuscript Received	Graphic Material Received
IX	Resources & Trade	OSS	10 March (Brief not yet re- ceived.)	10 March (1 figure not in)
X	People & Government	OSS	Not received	10 March (2 figures only received.)
XI	Health & Sanitation	OSG	27 February	27 February
XII	Defenses	G-2	1 March	1 March
XIII	Naval Facilities	ONI	8-10 March	(All 4 figures mis- sing.)
XIV	Air Facilities	A-2	2 March	2 March

3. The JISPB made firm commitments with composition, engraving, and printing establishments to handle a schedule based on this material becoming available on 1 March 1945. Any appreciable delays in schedules results in idle manpower previously approved by the War Manpower Commission to carry out this priority program. Much embarrassment is caused the Board in explaining to this agency why employment quotas should not be reduced due to lack of composition or printing work.

4. Various excuses for these delays have been made, after the deadline dates. In some cases lack of reproduction facilities are cited. Had these facts been made known to the Board at the time they were encountered, assistance or relief could have been arranged with other agencies. In other cases material has been delayed due to receipt of later information by the research personnel involved. Under such conditions the material should be submitted as addenda to the completed work but not reworked into the original manuscript thus causing a further delay in submission of material. Under any circumstance anticipated delays should be communicated to the Board in advance (as has been done by some contributors) in order to obtain assistance in preventing such unfortunate results.

5. It is requested that all contributors cooperate in this regard, in order that prompt publication of JANIS may not be further jeopardized.

/s/ George H. Kountz;
Lt. Col., G.S.C.,
Secretary.